

NOAA - National Marine Fisheries Service - Office of Law Enforcement
Internal Opportunity for Non-Competitive Reassignment

Reference Number:

Open Period: October 3 – October 17, 2014

Title Series, Band/Grade: Enforcement Technician, ZS-1802-5

Duty Station: Silver Spring, Maryland

Who May Apply/Area of Consideration: Current NOAA employees at the Pay Band 5 within the Continental United States, Alaska and Hawaii

Relocation expenses may be authorized

**Security Clearance: Must be able to obtain and/or maintain a
Low Risk security clearance**

Background: An opportunity is available to join the NMFS Office of Law Enforcement (OLE) headquarter office. The enforcement technician position will provide law enforcement support to headquarters investigators and leadership engaged in international operations.

Duties: The enforcement technician will provide direct support to the OLE international program including support of NOAA law enforcement investigations, intelligence analysis, case related data entry and queries of various national level law enforcement databases.

The work of this position involves managing multiple assignments and conflicting priorities while meeting various deadlines.

Knowledge, Skills and Abilities (KSA):

- i. Experience using various databases to assist in researching investigations and enforcement actions.
- ii. Experience entering and reviewing data in law enforcement records and databases.
- iii. Experience retrieving data to create statistical reports in support of commercial fisheries law enforcement programs.
- iv. Ability to collect, catalog and secure evidence, and organize investigative files.

Qualifications: There is no positive education requirement for this position.

Specialized Experience Statement: Applicants must possess one year of specialized experience equivalent in difficulty and responsibility to the next lower grade level in the Federal Service. Specialized experience is experience that has equipped the applicant with the particular competencies/knowledge, skills and abilities to successfully perform the duties of the position. This experience need not have been in the federal government.

Specialized experience for this position includes extensive knowledge and experience of criminal and civil investigation support related to status under NOAA's jurisdiction; experience in data entry and query capabilities in NOAA OLE enforcement information system; knowledge of NOAA e-dealer and international trade permit requirements.

How to Apply: Email your resume with a cover letter which includes a statement of interest and a brief description of your qualifications as they relate to this reassignment opportunity notice to Todd.Dubois@noaa.gov Do not send PII to this email account.

NOTE: *Any PII information should be sent using DOC's approved Accellion Secure File Transfer program: <https://sft.2.doc.gov/>.

Additional Questions – Point of contact

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NMFS/Office of Law Enforcement

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